

CCR Probation Workgroup Meeting Minutes

Date: 09/21/2016	Time: 9:30 am to 2:30 pm	Location: CA Dept. of Social Services at 744 P Street, Sacramento, CA 95814 CDSS Penthouse OB 9 1804
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Agencies Representatives: Cathy Roland, Jane Tabor-Cane (UCD Resource Centered for Family Focused); Stuart Oppenheim (CFPIC)

Child Welfare County Representatives: Bryan Jones (Sacramento County); Sylvia Deporto (San Francisco County)

Education: Representatives Anjanette Pelletier (San Mateo COE SELPA)

Mental Health Representatives: Kim Suderman (CBHDA); Robert Byrd (LA County); Melissa Jacobs (Sacramento County), Jacqui Coulter (San Joaquin County), Alison Lustbader (San Francisco County), Marni Sandoval (Monterey County), Terry Rooney (Colusa County)

Probation Representatives: Rosie McCool (CPOC); Chris Childers (Madera County); Greg Glazzard (Monterey County); Juanita Holguin (Ventura County); Linda Downey (Tuolumne County); Kendra Hamilton, Link Dominguez (LA County); Nancy Huntley (Placer County); Ruth Laya (San Mateo County); Wayne Barley (Butte County), Anna Ruiz (Orange County), Ruth Laya (San Mateo County), Ed Miller (Shasta County)

State Representatives:

CDSS: Sara Rogers, Rami Chand, Erika Braccialini, Theresa Thurmond, Irma Munoz, Christina Desmet-Nelson, Kendra Elmendorf, Rebecca Buchmiller, Marjana Jackson, Kim Wrigley (CCR Branch), Christina Oliver (CSO Branch); Jean Chen, Maryjo Tobola, Rebekah Aguirre, John SanFillipo (FCARB Branch); Linda Hall (FFB) ; Richard Knecht(CDSS/DHCS); Roy Romero (New System), Linda Hall, Jessica Torrecampo (Fiscal Forecasting & Policy Branch), Tricia Knight, Steven Tagawa, Charm Lee, Todd Graff, Turid Gregory-Furlong (CYPB Branch), Lupe Grimaldi (CPFS Branch), Aletha Ware, Marjo Tobola (CCL)

Presenter(s)	Time	Agenda Items and Discussion (Major Points)	Action item	Responsible Person	Timeframe
Stuart Oppenheim	9:30 am	A. Welcome and Introductions <ul style="list-style-type: none"> Review agenda 	None	None	N/A
Sara Rogers CCR Branch (CDSS)	9: 45 am	B. CCR Updates <ul style="list-style-type: none"> Rate structure – All County Letter (ACL) being released this week about phased in approach for both home based and STRTP rates. This will focus on Phase 1 of the rate system, reflecting what will happen on 1/1/17. <ul style="list-style-type: none"> Update: ACL 16-79 (September 22, 2016) - Information About The CCR HBFC And STRTP Rates Structure And Conversion Process From The Old Rate Structure To The New Rate Structure Moving from age-based to needs-based system for family homes and from RCL rates to a single rate for STRTP. Working on programming to issue new rates. Effective 1/1/17—Basic Level of Care rate 1 rate structure will be available; \$889; FFA basic rate-- Service and support rate \$156 plus basic family rate; FFA admin rate reflects highest rate of any existing FFA, reflecting. Levels of Care 2 thru 4 will happen when fully automated in Spring 2017. Intensive services foster care rate will replace ITFC, reflecting the range of intensive needs of children and 	Include CCR updates to talking points to power point slides	CCR	

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		<p>youth. STRTP rate will be available on 1/1/17.</p> <ul style="list-style-type: none"> ○ TFC is being renamed to Therapeutic Home Care Services (THCS). ○ Out of state group homes need to meet same requirements as STRTP's. Extensions for group homes—should be in by 12/31 at the latest but should get in sooner if possible to allow for processing. Counties should be talking to providers about this right now to ensure intensive coordination. <p>Update: Deadline November 11, 2016</p> <ul style="list-style-type: none"> ○ FFA Interim Licensing standards has been released—has requirements for FFA's, e.g. implementing RFA, ensuring access to Mental Health services. ○ Mental Health workgroup has been discussing divisions between specialty mental health and mild-to-moderate mental health needs and services; will be providing some navigational tools to help clarify how children and youth can move through the mental health system. ○ STRTP Interim Licensing Standards will be released in October 2017; will include instructions for completing program statements. Counties working with providers should be directing them to look at existing RCL 14 standards as a guide. Also group homes transitioning to STRTPs will need to look at how they will provide the core services that are in statute in AB403. <p>Update: STRTP Interim Licensing Standards will be posted on the CCR website soon - http://www.cdss.ca.gov/cdssweb/PG4869.htm</p> <ul style="list-style-type: none"> ○ Funding in budget for Child and Family Teams (CFT) and AB 403 links CFT to case planning---ACL coming with clear guidance about what a quality, facilitated CFT should include. Fiscal allocation coming out as well. Funding is for placing agencies (CWS, Probation) as well as Mental Health. ○ Regional RITE meetings are happening, where CDSS and DHCS participate with local county agencies in conversations about CCR implementation and offer technical assistance. More will probably be scheduled in the future. These meetings point towards the need for intensive collaboration at the local level. ○ CDSS is working with counties on how to best identify services that can be funded in home-based settings to support Probation youth. 			
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Rosie McCool CPOC	10:00 am	<p>C. Communication to the Field</p> <ul style="list-style-type: none"> ▪ Monthly CCR Calls (September 28th) ▪ CCR Newsletter ▪ Other Strategies <ul style="list-style-type: none"> ○ CDSSS and Probation will begin monthly calls beginning on 9/28/16 to get updated CCR information, progress reports, to ask general questions and to get probation feedback on CCR. ○ Discussed how the CCR newsletter could be a great tool for communication. ○ Discussed how other possible strategies could be used to get the word out about CCR. Send questions from the Probation Advisory Committee (PAC) meetings to the CCR mailbox for answering. 			
Jane Tabor-Cane UCD RCFFP Theresa Thurmond CCR (CDSS)	10:15 am	<p>D. Communication Tools</p> <ul style="list-style-type: none"> ○ UCD Resource Center for Family-Focused Practice (RCFFP) brought documents to share that spells out frequently used acronyms for Probation. The documents included (1) Draft Juvenile Terminology, (2) Probation Acronyms, and (3) Probation Placement Acronyms. Please send suggestions/edits, regarding the Probation documents to Jane Tabor-Cane. There was also a CCR Commonly Used Acronyms list that was passed out and is maintained by the CCR Branch. Refer to attachments. ○ Theresa Thurmond presented different communication tools available to provide CCR information including the CCR newsletter. Participants were asked to forward the CCR newsletter to line staff, and provide outreach on these communication tools (in particular the CCR newsletter) to anyone impacted by CCR, such as providers, families and youth. The CCR newsletters and general CCR information has been sent to group homes. In addition, Theresa talked about how the youth through the Youth Engagement Project have created a document to help youth understand CCR. This information is available on the CCR website. Theresa will be working with YEP and CA Youth Connection to make sure that this information gets to the local level. ○ Frequently Asked Questions's are being gathered and will be put into a larger FAQ document to be posted on the general CCR website. Some of these FAQ's are in the month CCR newsletters. 			

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John Sanfilippo FCARB (CDSS)	11:15 am	<p>E. Level of Care Process</p> <ul style="list-style-type: none"> ▪ Feedback on Probation Profile (assignment) ○ John Sanfilippo from Foster Care Audits Rates Bureau (FCARB) discussed the Level of Care (LOC) matrix summary and that the workgroup developed the LOC rate. Probation participants were asked to provide input on the LOC matrix summary to ensure that the appropriate care and supervision of probation youth is reflected in the matrix. This matrix will be part of the LOC Protocol. No time frame was given. Referenced DRAFT LOC matrix summary (excel document). ○ LOC matrix summary is intended to give counties a way to determine what level of care the child or youth will need. The LOC matrix summary describes the care that the caregiver will provide to the child or youth. There are 5 key domains: Physical, Behavioral, Educational, Health, Permanency and Family Services; there is a final category of static criteria. Each key domain has scoring criteria attached to it, leading to a point total that leads to a specific level of care that corresponds to a rate. Counties can use this tool to complement their local assessment tools that determine the child or youth's needs. ○ John also provided a scoring sheet that would then go to the eligibility to let them know what to pay the caregiver. ○ Once the LOC matrix summary will be finalized, it will be given to counties to test in practice by January 2017. Probation noted that if they would like probation staff to use the LOC matrix summary, they may need additional time as they might not have the probation youth to test this out in a HBC. ○ Probation asked that John creates a process (flow chart) on how to use the LOC matrix. It is unclear how to use the matrix, what is being used for and they think having a "cheat sheet" type document to use would be helpful. i.e., like steps (removal of child, placement, and court order). John replied that a guide for using this matrix will be provided when it is finalized for how to use it. There will be time to test it in Child Welfare and Probation. ○ Time frame for feedback was not established. Follow up: Probation will be invited to the workgroup for finalization prior to testing. 	Probation to provide feedback on the LOC matrix summary.	FCARB and Probation	
	12:15 pm	Lunch			

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Kim Wrigley CCR (CDSS)	1 pm	<p>F. Resource Family Approval</p> <ul style="list-style-type: none"> ○ Kim Wrigley presented on RFA; more information on RFA website. Two handouts were provided (1) RFA Training Dates and (2) Conversation Dates for RFA. Refer to handouts. <p>Updates:</p> <ul style="list-style-type: none"> ○ Written Directives 3.0 was released effective 9/30/16. ○ All 58 counties submitted their Implementation Plans. ○ The early implementing pilot FFA's started the RFA process on 9/1/16. ○ Conversion for existing foster homes and approved relatives and NREFMs will need to be converted or deemed a resource family in order to care for a foster child. The law outlining these requirements was provided in a handout and more information to come in an All County Letter. ○ All families who will be having Title IV-E probation placements will need to go through RFA. ○ All resources families will receive RFA training and annual training thereafter. ○ Probation noted that they require their families to go through the juvenile justice training so they have a better understanding. They also feel families should have a probation contact and training so that they understand probation youth have requirements or restrictions. ○ CCR wants to have a collaborative relationship with parents/families going through the RFA process. <p>The question was asked if smaller counties could have an MOU amongst other smaller counties to have one person do all the psychosocial assessments? Kim didn't think it would be an issue but indicated she would look into it further and would report back out.</p>	<p>Could smaller counties have an MOU amongst other smaller counties to have one person do all the psychosocial assessments?</p>	Kim Wrigley	
Next Steps	2:30 pm	<p>G. Next Steps</p> <p>Dates for future Meetings:</p> <ul style="list-style-type: none"> ➤ Date: October 25, 2016 (Tuesday) Time: 9:30 am – 2:30 pm Location: Center for Human Services Address: 1632 Da Vinci Court, Room 25-29, Davis, CA 95618 Agenda Topics: TBD (Open to State/County/Providers) ➤ Date: November 15, 2016 (Tuesday) Time: 9:30 am – 2:30 pm 			

**CCR Probation Workgroup
Meeting Minutes**

		Location: UC Davis, Activities and Recreation Center (ARC) Building Address: 232 ARC, One Shields Avenue, Davis, CA 95616 Agenda Topics: TBD (Open to State/County/Providers)			
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➤ No Meeting in December 2016

Next Meeting: October 25, 2016 (see above) for date, location, and agenda topics.

Attachments

- 1) CCR Agenda
- 2) CCR Commonly Used Acronyms
- 3) Draft Juvenile Terminology
- 4) Probation Acronyms
- 5) Probation Placement Acronyms
- 6) RFA Training Dates
- 7) Conversation Dates for RFA
- 8) CCR Probation Power Point 9-21-16